

## **Cancellation of all DOE Travel Cards**

The government's contract with Bank of America ends on November 29, 2008, and as a result, all DOE Travel Cards will be closed. Even though the expiration date on the travel card may be later than November 2008, charges will be rejected if it is used after November 29.

DOE has awarded a new Travel Card contract to JP Morgan Chase (Chase). The transition to Chase will affect current DOE Travel Cardholders as follows:

- Replacement cards from Chase will be issued in the beginning of November.
- Credit checks will not be done for replacement cards.
- No action is required on the cardholder's part, except to make sure that payments on the Bank of America DOE Travel Card are up to date.
- Balances on the Bank of America travel card will not transfer to the new card.
- Employees with suspended or delinquent accounts will not receive a Chase Travel Card until the Bank of America Travel Card is paid in full.

It is especially important that the cardholder's payments on the Bank of America DOE Travel Card are up to date as of the October 27 statement as it may impact the cardholder receiving a new card. Employees are encouraged to use Bank of America's web site <http://www.myeasypayment.com>.

Additional details regarding the transition to Chase will be communicated as they become available.